

**Interagency COOP Workgroup****Tuesday, June 26, 2012****8:30 a.m. – 12:00 p.m.**

Dept of Transportation, Capital Professional Center

719 Sleater-Kinney Rd SE, Lacey WA 98503

Upstairs Conference Room

<b>8:30 – 8:45</b>	<b>Introductions</b>	<b>Kelly Dunbar, L&amp;I</b>	
<b>8:45 – 9:45</b>	<b>IPMA Forum</b> <ul style="list-style-type: none"> <li>• Report out by those who attended</li> </ul>	<b>All</b>	<b>Information Sharing</b>
<b>9:45 – 10:45</b>	<b>Interagency Communication Methods</b> <ul style="list-style-type: none"> <li>• Open/Close/Delayed Opening Decision</li> <li>• Communication/Notification</li> </ul>	<b>All</b>	<b>Information Sharing/Process Improvement</b>
<b>10:45-11:15</b>	<b>Agenda Topics</b> <ul style="list-style-type: none"> <li>• Suggestions for Upcoming Agendas</li> </ul>	<b>All</b>	<b>Discussion &amp; Decisions</b>
<b>11:15-11:45</b>	<b>Agency Roundtable</b> <ul style="list-style-type: none"> <li>• Activities</li> <li>• Special Events</li> <li>• Lessons Learned</li> </ul>	<b>All</b>	<b>Information Sharing</b>
<b>11:45 – 12:00</b>	<b>Wrap-Up &amp; Next Steps</b>	<b>Kelly Dunbar, L&amp;I</b>	<b>Discussion &amp; Decisions</b>

**Scheduled Meetings**4<sup>th</sup> Tuesday each month 8:30 a.m. 12:00 p.m., Capital Professional Center

See attached Tentative Schedule

## **INTERAGENCY CONTINUITY OF OPERATIONS WORKGROUP**

**PURPOSE:** We are a group of state agency professionals who collaborate to ensure ongoing delivery of vital services and essential functions during any emergency; to ensure availability of people, facilities, equipment, materials, technology, and records to support those vital services and essential functions; and to fully restore all services and functions after the emergency ends. In order to enhance our collective efforts we strive to have continuity of operations, information technology, facilities management, and other functional representatives from all major state agencies participate in the workgroup.

**MISSION:** Our mission is to help agencies develop effective COOP plans by sharing professional experience, best practices, training and ideas in order to assist each other with the implementation of best practices and strategies to further protect the critical assets, business processes, and services that our agencies provide to the citizens of Washington State.

# ATTENDANCE

Last Name	First Name	Org	Area	Mailstop	Phone	Attended
Bates	Charles	AOC	COOP	41170	360-705-5305	
Beers	Jason	CTS	IT		360-407-8868	
Bippert	Bob	DES	EM	40104	360-407-9210	
Butcher	Aaron	OFM	EM/COOP	43113	360-902-0406	
Campbell	Corina	COM	EM/COOP	42525	360-725-4138	
Clark	Brett	ESD	IT	46000	360-407-4758	
Colvin	Patrick	ATG	FM	40100	360-664-0092	
Craig	Mary	DSB	IT		360-725-3839	
Cureton	Ken	DOT	COOP	47301	360-705-7785	
Dean	Ken	DSHS	IT		360-902-0227	
Duffield	Gary	DIS	IT	42452	360-902-3464	
Dunbar	Kelly	LNI	IT	44770	360-902-4450	
Eastman	Steven	LNI	IT	44770	360-902-6391	
Feek	Cami	ATG	FM	40122	360-586-4079	
Grover	Kevin	HCA	IT		360-725-9598	
Hazzard	Jim	COM	FM	42525	360-725-2672	
Hennigan	Charles	LNI	EM	44860	360-902-5729	
Hofe	Jocelyn	DOL	EM		360-902-9237	
Hundsnurher	Ed	HCA	EM & COOP	45501	360-725-1951	
Johnson	Nikki	HCA	COOP	42692	360-923-2805	
Maciejewski	Gary	ECY	IT	47600	360-407-6670	
Meuse	Sabine	DOH	EM	47816	360-236-4069	
Moody	Dwight	AGR	IT	42560	360-902-1947	
Nott	Suzanne	WSP	IT	42646	360-705-5180	
Sarno	Nadia	OFM		43113	360-902-0618	
Schiller	Cliff	LNI	IT	44770	360-902-5203	
Schmidt	Steve	LNI	IT	44770	360-902-5873	
Schmit	Joe	DOT	EM	47358	360-705-7838	
Sciaccotta	Thomas	DOH	IT	47904	360-236-4490	
Selix	Doug	DES	IT	41401	360-407-8081	
Shoemaker	Jackie	HCA		45512	360-725-1818	
Simons	Jeff	WSIPC	IT	-----	425-349-6509	
Smith	Thelma	DOT	IT	47430	360-705-7728	
Sweet	Judy	OCIO	IT		360-915-8811	
Trask	Tony	DOT	FM	47303	360-705-7891	
Trout	Dennis	MIL	IT	TA:20	253-512-7391	
Ufford	John	EMD	EM	TA-20	253-512-7052	
Whaley	Julie	DOT	EM	47358	360-705-7814	
Williamson	Zodie	HCA			360-725-1667	
Wilson	Steve	ESD	IT	4600	360-438-4782	
Winslow	Christine	AOC	IT	41170	360-705-5249	
York	Jason	DSHS	EM	45848	360-902-8351	

COOP=Continuity of Operations, EM=Emergency Management, FM=Facilities Management,  
IT=Information Technology

